

JOB OPPORTUNITY

Franchise Tax Board is an equal employment opportunity employer to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.

☒ Permanent
Full-time

☐ Permanent
Intermittent

☐ Limited-term
(Temporary)
Length ____

☐ Formal Training
and Development
Assignment

Position Title: Supervisor, Non Tax Debt - Vehicle
Registration Collections & Industrial Health
and Safety

Classification: Data Processing Manager II

Location FTB, Central Office

Section/Unit: Collection Systems Bureau

Salary Range: \$5306 - \$6327

Number of Vacancies: 1

Job Description: (includes typical duties)

Under the general direction of the Section Manager, Systems Analysis and Testing section, the incumbent provides management oversight and team leadership for the Vehicle Registration Collection System and the Industrial Health and Safety Collection System Unit. The supervisor will be the first level management liaison between a staff of analysts, testers and developers and NTD collectors. Responsibilities include directing and monitoring team activities involving the maintenance and enhancements of Non-Tax Debt Related Systems supported by the Collection Systems Bureau.

Required Knowledge, Skills, Abilities:

Strong team leadership and staff development skills
Strong interpersonal, problem solving and negotiation skills
Knowledge of principles and techniques of effective personnel management and supervision
Ability to communicate effectively verbally and in writing with technical and non-technical staff
Knowledge of project management techniques and methodologies
Experience supervising or leading technical professionals

Desirable Experience/Qualifications:

Experience with the software development life cycle in a client/server based environment
Knowledge of Information technologies and trends
Knowledge of Franchise Tax Board departmental programs and budget processes
Knowledge of State policies and procedures governing procurement and the use of technology

Mail or hand deliver your application by: September 22, 2006

Contact Person: Aida Ghadiri

Telephone Number: (916)845-6587

Address/Room Number: Exam Unit, PO Box 550, Sacramento CA 95812-0550 Attn: Aida Ghadiri

Special Instruction: **FTB Employees Hand Deliver or Route To** Aida Ghadiri at M/S A-211

NOTE: If you have already submitted an application for this position, you do not need to resubmit a new one.

To be considered for this Job Opportunity, applicants must have permanent civil service status, be reachable on an employment list, or have reinstatement eligibility. **Applications will be screened and only the most qualified applicants will be interviewed.**

All applicants not currently employed with the Franchise Tax Board will be subject to a pre-employment background investigation. The investigation will consist of completion of a pre-employment questionnaire, fingerprinting, and an inquiry to the Department of Justice to disclose criminal records.

TDD is Telecommunications Device for the Deaf and is reachable only from telephones equipped with a TDD device.

The California Relay Service telephone numbers are: (from TDD Phone) (800) 735-2929; (from Voice Phone) (800) 735-2922.